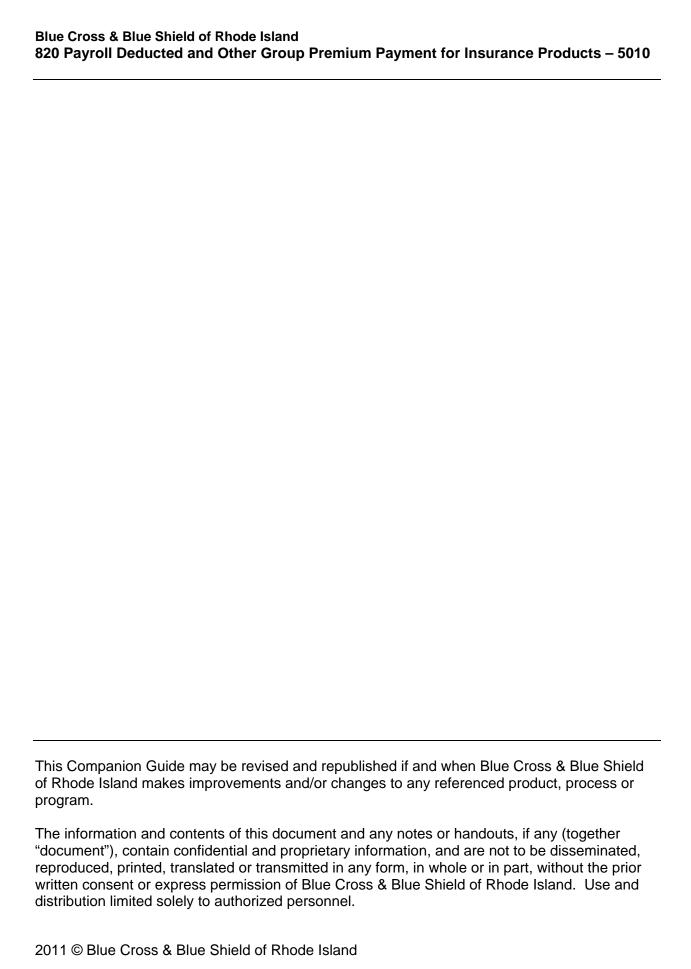Blue Cross & Blue Shield of Rhode Island

820 Payroll Deducted and Other Group Premium Payment for Insurance Products Companion Guide - 5010

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PREFACE

This *Companion Guide* supplements the *ASC X12 820 (*005010X218E1*) 5010 Technical Report Type 3 (TR3) and Errata* adopted under HIPAA. Its purpose is to clarify the rules and specify the data content when data is electronically transmitted to Blue Cross & Blue Shield of Rhode Island (hereinafter "BCBSRI"). The rules for transmitting data detailed herein are compliant with both X12 syntax and the *5010 Technical Report Type 3 (TR3) and Errata* adopted under HIPAA. This *Companion Guide* does not convey information that in any way exceeds the requirements or usages of data expressed in the *TR3 and Errata.*

DISCLAIMER

This *Companion Guide* is considered a living document, and as such, the information provided herein will be subject to change prior to and after July 1, 2011 in the event that BCBSRI revises its policies or HIPAA Transactions and Code Sets law is updated or amended.

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1.0 Introduction

The Health Insurance Portability and Accountability Act (HIPAA) requires that all health insurance payers in the United States comply with the electronic data interchange (EDI) standards for health care as established by the Secretary of Health and Human Services (HHS).

The *ANSI X12N 5010 Technical Report Type 3 (TR3)* and *Errata* adhere to the final HIPAA Transaction Regulations and have been established as the standards of compliance for electronic transactions. The *5010 Technical Report Type 3 (TR3)* and Errata are available electronically at www.wpc-edi.com.

2.0 Scope

This *820 Payroll Deducted and Other Group Premium Payment for Insurance Products Companion Guide* is designed for use in conjunction with the *ANSI ASC X12N 820 (*005010X218E1*) Payroll Deducted and Other Group Premium Payment for Insurance Products 5010 Technical Report Type 3 (TR3).* The specifications contained within this *Companion Guide* define current functions and provide supplemental information specific to Blue Cross & Blue Shield of Rhode Island (BCBSRI). The information presented is for clarification and does not conflict with any requirements in the *ANSI X12N TR3s.*

The tables in **Sections 7.1, 7.2** and **7.3** detail the additional information directly related to loops, segments, or data elements specific to BCBSRI transactions.

3.0 Trading Partners

A BCBSRI EDI trading partner is any business partner (provider, billing service, software vendor, employer group, financial institution, etc.) who transmits to or receives electronic data from BCBSRI.

In order to register as a BCBSRI Trading Partner and begin testing, it is necessary to complete the Trading Partner Registration (TPR) form. In addition, trading partners must print out and complete a copy of the Trading Partner Agreement (TPA) before partner testing can begin. Both documents are located on the BCBSRI Web site. Both documents must be returned to the BCBSRI EDI Trading Partner Coordinators, IT Regulatory Compliance.

4.0 Working with BCBSRI

BCBSRI will work closely with its trading partners to establish effective communication protocols and to resolve any connectivity issues that may arise regarding the exchange of HIPAA-related electronic transactions.

4.1 Contact Information

The following contact information is provided to assist in the processing of 820 transactions:

Call the Information Technology (IT) Service Desk, which supports BCBSRI, at 401-751-1673 or 1-800-343-5743.

5.0 Payer Connectivity/Communications

5.1 Transmission Administrative Procedures

BCBSRI Operations personnel will establish logons, passwords and a HIPAA transaction mailbox for each trading partner approved for testing.

5.2 Retransmission Procedures

In the event that issues occur that require trading partners to resubmit transactions, BCBSRI support personnel will confirm that it is necessary to retransmit the file(s) in question and will forward specific information to the trading partner.

5.3 Communications Protocols

The initial communications will utilize Internet browser technology (IP Protocol) to the secure BCBSRI Sterling File Gateway with HTTPS (using Certificate) or Secure File Transfer Protocol (SFTP-using SSH Keys). Trading partners are required to have Internet access with an industry standard browser at a minimum version of IE 7.0.

BCBSRI provides a Web-based application known as BCBSRI Sterling File Gateway that enables trading partners to:

- Submit (send) HIPAA transactions,
- Receive HIPAA transaction responses, and
- View history files (directory) of all transactions sent and received.

5.3.1 Passwords

Trading partner access will be verified by the logon and password whenever the BCBSRI Connect Enterprise system is accessed. Operations procedures will assure that logons and passwords are initiated, monitored and maintained in a secure manner.

5.3.2 Connecting to BCBSRI via EDI Gateway

Please go to www.bcbsri.com and select the **Employers** tab, **HIPAA** and **Documentation** to view or print *BCBSRI EDI Gateway*, a document that provides detailed instructions on how to connect to the BCBSRI Connect Enterprise System. If necessary, also reference the *BCBSRI HTTPS or SFTP Documents* for specific data communications set-up instructions.

6.0 Receiver/Sender Identifiers

6.1 ISA-IEA Control Structure/Envelopes

Sender ID interchange control segments: Use ID Qualifier code ZZ in ISA05. The Submitter ID provided by BCBSRI in the Trading Partner Agreement must be used in ISA06 and GS02. ID limited to 8 characters with a leading alpha prefix. Prefixes: **P** = **Production, T** = **Test**.

Receiver ID interchange control segments: Use ID Qualifier code ZZ in ISA07. The Receiver ID provided by BCBSRI in the Trading Partner Agreement must be used in ISA08 and GS03.

Refer to *5010 Technical Report Type 3 (TR3) Control Structure, and Section C.2.*

6.1.1 ISA Delimiters

BCBSRI systems will accept the valid delimiters listed below and request that the use of delimiters be restricted to the following:

*   = Element Delimiter

:   = Composite Delimiter

~   = Terminator Delimiter

^ , {   = Repetition Separator Delimiter

6.2 GS-GE Control Segments/Envelopes

Sender ID interchange control segments: Submitter = GS02.

Receiver ID interchange control segments: Receiver = GS03.

Sender IDs will be assigned.

GS Segments/Reference Codes:

Functional Identifier Code	GS01	RA
Application's Sender Code	GS02	TXXXXXXX – Test PXXXXXXX - Prod
Application's Receivers Code	GS03	222774
Date	GS04	ccyymmdd
Time	GS05	hhmm
Group Control Number	GS06	YES
Responsible Agency Code	GS07	X
Version/Release/Industry Identifier Code	GS08	005010X218E1

7.0 BCBSRI Specific Business Rules and Limitations

Valid Submitters: BCBSRI will only accept transactions from valid trading partners whose submitter IDs are on file. BCBSRI will reject any batch transmission if the submitter ID cannot be validated.

7.1 Header Level Submissions

The following applies to all transmissions:

Item	Loop ID Segment Description and Element Name	Reference (REF) Designator	TR3 Page Number	Comments
1.	**HEADER - ST** Transaction Set Identifier Code	ST01	35	Use **820** per the TR3.
2.	**HEADER - BPR** Credit or Debit Flag Code	BPR03	38	Use **C** per the TR3.
3.	**HEADER - BPR** Payment Method Code	BPR04	38	Use **ACH** or **CHK** per the TR3.
4.	**HEADER - BPR** ID Number Qualifier	BPR06	39	Use **01** per the TR3.
5.	**HEADER - BPR** Account Number Qualifier	BPR08	40	Use **DA** per the TR3.
6.	**HEADER - BPR** Originating Company Identifier	BPR10	40	Federal Tax ID preceded by a **1** per the TR3.
7.	**HEADER - BPR** ID Number Qualifier	BPR12	41	Use **01** per the TR3.
8.	**HEADER - BPR** Account Number Qualifier	BPR14	41	Use **DA** per the TR3.
9.	**HEADER - REF** Reference Identification Qualifier	REF01	48	Use 14 per the TR3.
10.	**HEADER - REF** Reference Identification	REF02	49	Your Master Identification Code will be assigned upon execution of the Trading Partner Agreement.
11.	**HEADER - DTM** Date/Time Qualifier	DTM01	53	Use 582 per the IG for coverage period.
12.	**HEADER - DTM** Date/Time Period Format Qualifier	DTM05	54	Use RD8 per the TR3.
13.	**HEADER - DTM** Date/Time Period	DTM06	54	Format is CCYYMMDD-CCYYMMDD.
14.	**1000A - PREMIUM RECEIVERS NAME-N1** Entitiy Identifier Code	N101	56	Use PE per the TR3.

Item	Loop ID Segment Description and Element Name	Reference (REF) Designator	TR3 Page Number	Comments
15.	**1000A - PREMIUM RECEIVERS NAME-N1** Name	N102	56	Use BCBSRI.
16.	**1000A - PREMIUM RECEIVERS NAME-N1** Identification Code Qualifier	N103	57	Use FI for Federal Tax ID.
17.	**1000A - PREMIUM RECEIVERS NAME-N1** Identification Code	N104	57	Use 05-0158952 or 050158952
18.	**1000B - PREMIUM PAYERS NAME-N1** Entity Identifier Code	N101	64	Use PR per the TR3.
19.	**1000B - PREMIUM PAYERS NAME-N1** Identification Code Qualifier	N103	65	Use 'FI' or 'PI'.
20.	**1000B - PREMIUM PAYERS NAME-N1** Identification Code	N104	65	National Employer Identifier (i.e. Federal Taxpayers ID). BCBSRI accepts both the nine position (999999999) and ten (xx-xxxxxxxx) position format.

7.2   Organization Level Submissions

The following applies to organization (group) level transactions:

Item	Loop ID Segment Description and Element Name	Reference (REF) Designator	TR3 Page Number	Comments
1.	**2000A - ORGANIZATION SUMMARY REMITTANCE - ENT** Assigned Number	ENT01	83	Starts with a **1**.
2.	**2000A - ORGANIZATION SUMMARY REMITTANCE - ENT** Entity Identifier Code	ENT02	83	Use **2L** per the TR3.
3.	**2000A - ORGANIZATION SUMMARY REMITTANCE - ENT**	ENT03	83	Use 'FI' or 'PI'.
4.	**2000A - ORGANIZATION SUMMARY REMITTANCE - ENT** Identification Code	ENT04	84	Enter the Organization Federal Taxpayers Identification BCBSRI accepts both the nine position (999999999) and ten (xx-xxxxxxxx) position format.
5.	**2300A - ORGANIZATION SUMMARY REMITTANCE DETAIL - RMR** Reference Identification Qualifier	RMR01	87	Use **1L** per the TR3.
6.	**2300A - ORGANIZATION SUMMARY REMITTANCE DETAIL - RMR** Reference Identification	RMR02	88	Use your BCBSRI assigned group, subgroup, and check digit numbers.
7.	**2310A - SUMMARY LINE ITEM - IT1** Assigned Identification	IT101	95	Suggest **1** per the TR3.
8.	**2315A - MEMBER COUNT - SLN** Assigned Identification	SLN01	100	Suggest **1** per the TR3.
9.	**2315A - MEMBER COUNT - SLN** Relationship Code	SLN03	100	Use **O** per the TR3.

7.3   Individual Level Submissions

The following applies to individual (employee) level transactions:

Item	Loop ID Segment Description and Element Name	Reference (REF) Designator	TR3 Page Number	Comments
1.	**2000B - INDIVIDUAL REMITTANCE - ENT** Entity Identifier Code	ENT02	106	Use **2J** per the TR3.
2.	**2100B - INDIVIDUAL NAME - NM1** Entity Identifier Code	NM101	107	Use **EY** per the TR3.
3.	**2100B - INDIVIDUAL NAME - NM1** Entity Type Qualifier	NM102	108	Use **1** per the TR3.
4.	**2100B - INDIVIDUAL NAME - NM1** Subscriber Last Name	NM103	108	Must send when submitting Individual Remittance Detail.

Item	Loop ID Segment Description and Element Name	Reference (REF) Designator	TR3 Page Number	Comments
5.	**2100B - INDIVIDUAL NAME - NM1** Subscriber First Name	NM104	108	Must send when submitting Individual Remittance Detail.
6.	**2100B - INDIVIDUAL NAME - NM1** Identification Code Qualifier	NM108	109	Use **N** per the TR3.
7.	**2100B - INDIVIDUAL NAME - NM1** Identification Code	NM109	109	Must send when submitting Individual Remittance Detail. Send BCBSRI assigned subscriber ID.
8.	**2300B - INDIVIDUAL PREMIUM REMITTANCE DETAIL - RMR** Reference Identification Qualifier	RMR01	112	Use **AZ** since invoice numbers are not sent.
9.	**2300B - INDIVIDUAL PREMIUM REMITTANCE DETAIL- RMR** Reference Identification	RMR02	113	Enter the BCBSRI assigned six-position number (right justified), three-position subgroup number (right justified) and one-position check digit number. Use leading spaces not zeros.
10.	**INDIVIDUAL COVERAGE PERIOD - DTM** Date/Time Qualifier	DTM01	115	Use **582** per the TR3.
11.	**INDIVIDUAL COVERAGE PERIOD - DTM** Date/Time Period Format Qualifier	DTM05	116	Use **RD8** per the TR3.
12.	**INDIVIDUAL COVERAGE PERIOD - DTM** Date/Time Period	DTM06	116	Format is CCYYMMDD-CCYYMMDD.

8.0   Functional Acknowledgement/Reports

8.1   999 Transaction Acceptance Report

Upon receipt of an 820, BCBSRI will respond with a 999 functional acknowledgement transaction to inform the submitter that the transaction has arrived. The 999 transaction may include information regarding the syntactical quality of the 820 transmission, or the extent to which the syntax complies with the standards for transaction sets and functional groups.

```
ISA*00*        *00*        *ZZ*222774       *ZZ*D5001799       *101104*1556*^*00501*000000001*0*T*:
GS*FA*222774*D5001799*20101104*1556*1*X*005010X218
ST*999*0001*005010X218
AK1*RA*40*005010X218
AK2*820*1274*005010X218
IK3*NM1*19*2100*8
IK4*8**I6*UI
IK5*R*5
AK9*R*1*1*0
SE*8*0001
GE*1*1
IEA*1*000000001
```

8.2   999 Plain Language Report (Rejection/Error)

In the event that a transmission is rejected, a plain language report detailing the reasons for rejection will be issued for the convenience of the trading partner. This is a 999 Rejection Report converted to plain language. The following is a sample report:

```
BLUE CROSS AND BLUE SHIELD OF RHODE ISLAND
PAPERLESS TRANSMISSION ACKNOWLEDGEMENT
FUNCTIONAL ACKNOWLEDGEMENT REPORT
Sender ID Number: 222774
ISA CTRL#: 000000014

  FUNCTIONAL GROUP INFORMATION
  REPORT DATE - 20031014
  REPORT TIME -17:16:31
  SUBMITTER ID: T0098500
  Report ID: 20030414171631-140001-XXX

  TRANSACTION INFORMATION
  FUNCTIONAL GROUP CONTROL #: XXX
  NUMBER OF INCLUDED TRANSACTION SETS: 1
  NUMBER OF RECEIVED TRANSACTION SETS: 1
  NUMBER OF ACCEPTED TRANSACTION SETS: 0

TRANSACTION SET INFORMATION
      TRANSACTION SET CONTROL  #: 0001
      TRANSACTION SET ACKNOWLEGEMENT STATUS: REJECTED
      TOTAL NUMBER OF ERRORS IN TRANSACTIONS SET: 1

DATA SEGMENT (S) IN ERROR
      ERROR NUMBER: 1
      DATA SEGMENT ERROR: SEGMENT HAS DATA ELEMENT ERRORS
      ANSI LOOP ID:
      POSITION WITHIN TRANSACTION SET: 2
      BAD ELEMENT: CLM
DATA ELEMENT (S) IN ERROR
      POSITION IN SEGMENT: 9
      DATA ELEMENT ERROR CODE: INVALID CODE VALUE
      BAD DATA ELEMENT: X
```

9.0   Certification and Testing Schedule

BCBSRI has partnered with Foresight to provide a 24/7 online tool for self-service transaction validation. To use this tool, complete and return an EDI Trading Partner Registration form from one of the *Companion Guides* posted on the BCBSRI Internet site. Upon receipt of this form, BCBSRI will provide you with a User ID and password, which will allow you to use the Foresight HIPAA Web site.

10.0   Document Version Control

Version Number	Date	Modified By	Comments/Revision Details
0.1	December 31, 2010	K. Reilly	Draft copy of original version incorporating 5010 Requirements
1.0	April 29, 2011	K.Reilly	Published version for 5010 requirements
1.1	February 16, 2012	D.Santos	**Updated connectivity information Section 5.3**